



Teeswide Safeguarding Adults Board

Meeting Date: **Thursday 25 February 2021**

Time: **1:30pm – 4pm**

Venue: **Microsoft Teams**

Minutes

Attendees		
Name	Role	Representing
Karen Agar	Associate Director of Nursing Safeguarding	Tees Esk & Wear Valley NHS Foundation Trust
Darren Best	Independent Chair	Teeswide Safeguarding Adults Board
Philip Bond	Detective Superintendent – Safeguarding Lead	Cleveland Police
Jon Carling (Part)	Chief Executive	Catalyst Stockton
Sarah Corrigan	Strategic Development & Communications Officer	Healthwatch South Tees
Cllr Dorothy Davison	Lead Member	Middlesbrough Borough Council
Aled Edwards	Deputy Governor	HMP Holme House Prison
Joanne Gamble	Assistant Director of Nursing Safeguarding	South Tees Hospitals NHS Foundation Trust
Lorraine Garbutt	Business Manager	TSAB Business Unit
Jean Golightly	Director of Nursing & Quality	Tees Valley CCG
Ryan Haigh	Durham and Tees Valley Senior Safeguarding Leader	Department for Work and Pensions
Stuart Harper-Reynolds	Named Nurse (Adult Safeguarding)	North Tees and Hartlepool NHS Foundation Trust
Jill Harrison	Director of Adult and Community Based Services	Hartlepool Borough Council
Steve Johnson	Area Manager – Prevention and Protection	Cleveland Fire Brigade
Rachelle Kipling	Temporary Assistant Chief Executive	Office of Police & Crime Commissioner
Amy Mahoney	Project Officer	TSAB Business Unit
Gina McBride (Minutes)	Admin and Information Officer	TSAB Business Unit
Ann McCoy	Lead Member	Stockton-on-Tees Borough Council
Mike Milen***	Chief Executive	Redcar & Cleveland Voluntary Development Agency
Shaun Page (Part)	Detective Chief Inspector	Cleveland Police
John Rafferty	Compliance Business Partner - Safeguarding	Thirteen Group
Karen Rees (Part)	Independent Reviewer	402K Consultancy
Darren Redgwell	Deputy Director of Operations	Durham Tees Valley Community Rehabilitation Company Limited
Helen Richmond	Safer Custody and Equalities Hub Manager	HMP Holme House Prison
Erik Scollay	Director of Adult Social Care	Middlesbrough Borough Council
Angela Storm	Data Analysis and Performance Monitoring Officer	TSAB Business Unit

Calum Titley	Team Manager Safeguarding Adults	Stockton-on-Tees Borough Council
Gary Watson	Business Manager	South Tees Safeguarding Children Partnership
Victoria Wilson	Assistant Director of Adult Care	Redcar & Cleveland Borough Council

Apologies		
Name	Role	Representing
Jane Bell	Administration Officer	TSAB Business Unit
Sarah Bowman-Abouna	Director of Public Health	Stockton-on-Tees Borough Council
Mark Davis***	Chief Executive	Middlesbrough Voluntary Development Agency
Mike Fleet	Principal Lecturer (Programmes) Department of Nursing & Midwifery	Teesside University
Elaine Godwin	Admin Officer	TSAB Business Unit
Neil Harrison	Head of Safeguarding & Specialist Services	Hartlepool Borough Council
Natasha Judge	Healthwatch Manager	
Cllr Sue Little	Lead Member	Hartlepool Borough Council
John Lovatt	Assistant Director	Hartlepool Borough Council
Judith Mackenzie	Inspection Manager	CQC (Middlesbrough, Stockton-on-Tees and Redcar & Cleveland)
Elizabeth Moody	Director of Nursing and Governance	Tees Esk & Wear Valleys NHS Foundation Trust
Sean Omerod	Governor	Holme House Prison
Lisa Orchard	Assistant Chief Constable	Cleveland Police
Cllr Mary Ovens	Lead Member	Redcar & Cleveland Borough Council
Ann Powell	Head of Cleveland Area	National Probation Service
Patrick Rice	Corporate Director of Adults and Communities	Redcar & Cleveland Borough Council
Karen Sheard	Deputy Chief Nurse	North Tees and Hartlepool NHS Foundation Trust
Kelly Smith	Inspection Manager	CQC (Hartlepool)
Sarah Wilson	Head of Safer Prisons and Equality	HMP Holme House Prison
Christine Wharton	Inspection Manager	CQC (Middlesbrough, Stockton-on-Tees and Redcar & Cleveland)
Ann Workman	Director of Adults and Health	Stockton-on-Tees Borough Council

Absent		
Name	Role	Representing
Christopher Akers-Belcher	Chief Executive	Healthwatch Hartlepool
Leanne Stockton	Business Manager	Hartlepool & Stockton Safeguarding Children Partnership

*Attends for specific agenda items only; ** Attends 2 times per year; ***Attends on behalf of MVDA, RCVA & Healthwatch South Tees

Copies: Chris Brown; Caroline Gallilee; Emily Gill; Emily Gibson; Suzanne Glass; Lorna Harrison; Neil Harrison; Nigel Hart; Kay McGowan; Suzanne Metcalfe; Judith Oliver; Laura Poppleton; Angela Pringle, Rachael Surtees; Lyndsay Waddington

Agenda Item 1	Introductions and Apologies	Presenter: Chair
Apologies were noted.		

Agenda Item 2	Adult D	Presenter: Chair
<p>Karen Rees (KR) attended the meeting to present the Overview Report for Adult D and to summarise the review.</p> <p>This was the first 'virtual review' undertaken by the TSAB; the review was paused at the point in which agencies were asked to write their Agency Review Reports. The Governance Group agreed that due to staff pressures linked to Covid-19, KR would pick out key learning points from the existing chronology information. The absence of single agency reports made the review process much more difficult and the Board will still need to consider how single agency learning has been identified, applied and implemented.</p> <p>Four themed virtual workshops were held in September 2020; overall feedback from participants was positive however some people felt that they had missed out on conversations as they may not have been invited to all of the sessions. It was noted that attendance at these sessions needed to be limited as large groups can be difficult to manage on a virtual basis. KR stated that staff engagement had been excellent, and that people were clearly very passionate about applying the learning from this case.</p> <p>KR felt that going forward, reviews can generally work well on a virtual basis – the only exception being the Learning & Reflection workshops and, if possible, these should be held face to face.</p> <p>Overview Report The Overview Report and recommendations have been approved by the Governance Group, to ensure that the subsequent actions are achievable.</p> <p>KR explained that she had met with Adult D's partner following the Governance Group meeting and a valid point was made about not feeling supported as a carer and that she was not signposted to support services. As a result of this conversation an additional learning point and recommendation has been added to the report.</p> <p>KR talked through the key learning points within the report which were linked to:</p> <ul style="list-style-type: none"> • Assessment, Care and Review • Mental Capacity Act • Housing, Discharge and Planning • Safeguarding and Self-Neglect <p>Good practice has been highlighted throughout the report and there is an avoidance of hindsight bias.</p> <p>Single Agency Learning / Analysis The SAR Sub-Group are meeting next week to discuss single agency learning and how assurance will be given to the Board.</p> <p>Draft Action Plan The draft action plan was shared and some suggested amendments agreed. The SAR Sub-Group will now take forward these actions.</p> <p>Learning Briefing This item was not discussed.</p> <p>Darren Best (DB) and Jill Harrison (JH) thanked KR for all her support with this review and previous reviews.</p>		

Agenda Item 3	VEMT Strategy	Presenter: Shaun Page
<p>Shaun Page (SP) advised that the Vulnerable, Exploited, Missing and Trafficked (VEMT) Strategy brings together key agencies across Tees to look at areas of exploitation. This strategy was originally intended to protect children; however, it has been refreshed to incorporate adults – it is important to</p>		

note that only children subject to VEMT, will continue to be supported as they go into adulthood. Vulnerable adults cannot be referred to VEMT.

Four cross cutting themes have been identified, with working groups linked to those themes, in particular, there is a Task & Finish Group focusing on children transitioning into adulthood. Underneath the VEMT Strategic Group there are also four VEMT Practitioner Groups (VPGs) that sit in each of the Local Authority areas. Calum Titley (CT) recently attended as an Adult's representative at the Stockton VPG and was able to contribute to discussions and plans for those young people who were approaching adulthood and highlight what support might be available.

Members felt that incorporating adults into the strategy was important and recognised that transitions can provide system challenges, but members were encouraged to hear that partners are working together much more closely. Transition issues feature in other areas such as CAMHS (Child Adolescent Mental Health Service) to Adult Mental Health Services, Special Educational Needs and people with disabilities; there are ongoing conversations of how to best provide holistic support to individuals approaching 18 and thereafter.

DB thanked SP for the update and suggested that the Strategy needs to be more clear regarding who can be referred into VEMT in terms of their age. On page six of the VEMT Strategy it is also unclear how the Anti-Slavery Network fits within the reporting structure.

Adults Missing from Health and Care Settings

Phil Bond (PB) highlighted that because VEMT only covers exploited children who become adults, there is potentially a gap in working with vulnerable adults who go missing. People often go missing when they are in crisis and although it is a police matter to investigate missing persons, if that person is found it is important to ensure that they are fully supported with whatever crisis they are facing to reduce the risk of them going missing again or harming themselves. There are also instances where people with dementia go missing.

CT advised that from an operational perspective there are a number of procedures in place to support people who go missing. Police can refer to safeguarding if exploitation or modern slavery is identified. The Anti-Slavery Network have developed a victim care pathway which supports victims of human trafficking and modern slavery. The Deprivation of Liberty Safeguards are in place for people with dementia. Police have the power to retain people under Section 136 of the Mental Health Act for people who are experiencing a mental health crisis. Stockton-on-Tees Borough Council (SBC) now meets with police for a daily huddle meeting to discuss any emerging issues, CT attends this meeting as a social care representative.

It was suggested that the Operational Leads Sub-Group look at the processes already in place to support missing people who return home and how assurance can be provided to the Board.

Action Points	Action Owner	Deadline
1. VEMT Strategy to clarify who can be referred and to make it clear how the anti-slavery network fits within the overall structure (page 6)	SP	20/04/21
2. OLSG to review current processes in place to support missing people and how assurance can be provided to the Board	OLSG	29/04/21

Agenda Item 4	TSAB Quarter 3 Performance Report	Presenter: Angela Storm / Erik Scollay
----------------------	--	---

The TSAB performance report has been allocated more time on the agenda for a more in-depth discussion. Angela Storm (AS) highlighted the key points from the report.

The following key points were raised:

- Redcar & Cleveland Borough Council's (RCBC) conversion rate is lower than the other Local Authorities – why is this? Victoria Wilson (VW) advised that RCBC established a designated Safeguarding Team in November 2018 which has improved decision-making and established a

more proportionate response to safeguarding concerns. The LA still receive a high number of low-level care management concerns from care providers that are not deemed to be safeguarding. CT advised that this also occurs in Stockton, and in some instances, it is the care providers' policy to report pressure sores or unwitnessed falls to safeguarding. VW acknowledged that more work is required with care providers to ensure that appropriate concerns are submitted and to make the triaging process more robust.

- What constitutes as a good conversion rate? CT felt that the perfect conversion rate would be 100% as this would indicate that all partners are fully aware of the criteria and submitting only concerns that require a safeguarding response, but recognised that this is unachievable.
- In relation to the Key Performance Indicators (KPIs) the number of people who were deemed to be safe, does not match to whether they were satisfied with the outcome – why is this?
- Has training had an impact? What outcomes would we expect?
- Organisational Abuse figures have increased – does this show a change in how concerns are being recorded? i.e. would these cases have previously been recorded as Neglect and Acts of Omission?
- TEWV has seen increase across all areas – Jean Golightly (JG) advised that there has been a lot of training within TEWV and that an increase is a positive indicator that staff are identifying concerns and reporting them.
- Discharges from hospitals remains an issue.
- Stuart Harper-Reynolds (SHR) mentioned that some safeguarding concerns from North Tees & Hartlepool NHS Foundation Trust can be due to miscommunication. This can cause unnecessary pressure within the safeguarding system.
- There has been an increase in Domestic Abuse incidents reported however a decrease in the number of recorded crimes for Domestic Abuse – why is this?

Erik Scollay (ES) and JH felt that the performance data has continued to improve over time and is presented in a format that provides a lot of information and would be reluctant to change this.

DB questioned if the role of the PAQ Sub-Group should be to highlight issues that may need to be addressed at a strategic level and for questions posed by the Board to be discussed in further detail at PAQ. ES advised that the Terms of Reference for the group are due to be reviewed. DB also noted that media interest in the past has stemmed from data and therefore there is an additional level of scrutiny.

Action Points	Action Owner	Deadline
1. Points raised above to be discussed at PAQ Sub-Group meeting	ES	01/03/21

Agenda Item 5	Sub-Group and Task & Finish Group Update	Presenter: Sub-Group Chairs
---------------	--	-----------------------------

Communication and Engagement (CE)

Following recommendations from the Josh SAR and recent Adult D LLR, Amy Mahoney (AM) advised that the Self-Neglect Awareness Campaign ran for a week at the end of January 2021. There was no face to face activity due to Covid-19 restrictions and all activity took place online. The week was very successful resulting in a 60% increase of visitors to the TSAB website. Social media posts reached over 17,000 people. The Board's newsletter was focused purely on Self-Neglect and included a practical case study as well as information on the Team Around the Individual process, feedback from the newsletter has been positive. The awareness week also coincided with one of the Board's Self-Neglect training sessions.

Learning Training and Development (LTD)

The expenditure against the Training Plan for 2020-2021 was included for information. In March 2020, the Board commissioned a new e-learning contract and to date there are over 15,000 course registrations across Children and Adults. In March 2020 all face to face training was suspended and it took a number of months to reinstate some of the training courses on a virtual basis. The Board has made a saving on venue costs and expenses. The money that remains in the budget will be carried forward to support the Training Plan for 2021-22; it is anticipated that most training provision will be reinstated and some new areas for development have already been identified.

Operational Leads (OLSG)

- **Multi-Agency Audit Report (SBC)**

CT talked through the key learning points and best practice from the multi-agency audit which was focused on hospital discharge. A copy of the report was circulated for information. The recommendations within the report have been addressed and each Local Authority has asked commissioners to recirculate the link to the most up to date Concern Form. Further discussions around hospital discharges will be had at a future Operational Leads meeting when the NHS Foundation Trusts can attend.

- **Multi-Agency Audit Schedule**

Now that the audit process has been tested on a virtual basis, a schedule has been drafted for 2021-2022. It was noted that the audits are demanding on staff time but partners really do value coming together to work around these cases.

- **TSAB Procedures Survey**

Lorraine Garbutt (LG) reminded members that the TSAB Procedures Survey has been circulated and asked if members and colleagues could please complete.

<https://www.tsab.org.uk/your-views-on-the-teeswide-safeguarding-adult-procedures-2021/>

- **Frequency of Meetings**

The OLSG meet formally on a quarterly basis, however the work programme for the group continues to increase; therefore meetings will be scheduled on a bi-monthly basis going forward.

Performance Audit and Quality (PAQ)

Holme House Prison are a valued member of the Board. It was noted that they have struggled with the Quality Assurance Framework (QAF) process and have been offered additional support to complete a resubmission. Work is ongoing to receive assurance from Holme House Prison.

Safeguarding Adult Review (SAR)

- **Learning from DHRs**

Three of the four Community Safety Partnerships have responded to advise that they would like to discuss joint working further and possibly look at a joint learning event.

- **Josh and Adult C Action Plans**

Partners have made significant progress against the action plans, but some areas remain outstanding. JH asked for partners to provide updates where possible to the Business Unit. Members agreed for the action plans to be signed off as complete on the proviso that the few remaining actions are incorporated into the Sub-Group's work plan.

Some of the content from this section has been removed due to confidentiality.

Action Points	Action Owner	Deadline
1. Members to complete and encourage colleagues to complete the TSAB Procedures Survey	All	12/03/21

Agenda Item 6	Statutory Partners – Covid Responses	Presenter: Chair
A meeting was held with statutory partners to discuss Covid-19 responses. A copy of the minutes has been circulated for information.		

Agenda Item 7	TSAB Development Session	Presenter: Chair
A copy of the agenda for the TSAB Development Session was circulated for information.		

Agenda Item 8	DWP - Safeguarding	Presenter: Ryan Haigh
---------------	--------------------	-----------------------

Ryan Haigh (RH) advised that he is relatively new in post and would like to meet with the varied safeguarding structures and Boards across Tees. He offered to attend any working groups, operational groups or forums. A copy of RH's contact details will be shared with the minutes.

It was agreed that RH will make links with the Citizens Advice Bureaus.

Action Points	Action Owner	Deadline
1. RH's contact details to be shared with the minutes	GMc	11/03/21
2. RH to make links with CABs	RH	22/04/21

Agenda Item 9	Any Other Business	Presenter: All
A number of items were attached to the agenda for information only. The majority are recently reviewed policies and procedures. DB made reference to the Think Family Guidance which is due for approval at TSAB as well as the Children Partnerships. Members approved the Think Family Guidance and Checklist.		
Action Points	Action Owner	Deadline
1. Approved documents to be added to TSAB website	GMc	11/03/21

Next Meeting Date **11/03/21**
 (Development Session):
 Time: **9am – 1pm**
 Venue: **Microsoft Teams**

Minutes approved by Independent Chair:



Date: 03/03/21

Appendix 1 - Attendance Matrix

The table below reflects named members of the TSAB, although deputies have been shaded.

Company	25/02/2021	11/03/21 – Development Day	22/04/2021	23/06/2021	23/09/2021	21/10/2021	07/12/2021	1
Catalyst Stockton	1	0	0	0	0	0	0	100%
CCG Board Member (Tees Valley CCG)	1	0	0	0	0	0	0	100%
Cleveland Fire Brigade	1	0	0	0	0	0	0	100%
Cleveland Police	1	0	0	0	0	0	0	100%
CQC Board Member (Mibro, Redcar, Stockton) (committed to attend 2 meetings per year)	0	0	0	0	0	0	0	0%

CQC Board Member (Hartlepool)	0	0	0	0	0	0	0	0%
Durham Tees Valley CRC	1	0	0	0	0	0	0	100%
DWP	1	0	0	0	0	0	0	100%
Hartlepool and Stockton Safeguarding Children Partnership	0	0	0	0	0	0	0	0%
HBC Board Member	1	0	0	0	0	0	0	100%
HBC Lead Member	0	0	0	0	0	0	0	0%
Healthwatch Hartlepool	0	0	0	0	0	0	0	0%
Healthwatch South Tees	1	0	0	0	0	0	0	100%
Healthwatch Stockton	0	0	0	0	0	0	0	0%
HMP Holme House Prison	2	0	0	0	0	0	0	100%
MBC Board Member	1	0	0	0	0	0	0	100%
MBC Lead Member	1	0	0	0	0	0	0	100%
Middlesbrough & Redcar Voluntary Development Agency	1	0	0	0	0	0	0	100%
National Probation Service Cleveland	0	0	0	0	0	0	0	0%
North East Ambulance Service (attend for specific agenda items only)	0	0	0	0	0	0	0	0%
North Tees & Hartlepool NHS Foundation Trust	1	0	0	0	0	0	0	100%
Public Health	0	0	0	0	0	0	0	0%
Office of Police & Crime Commissioner (committed to 2 meetings per year)	1	0	0	0	0	0	0	100%
RCBC Board Member	1	0	0	0	0	0	0	100%
RCBC Lead Member	0	0	0	0	0	0	0	0%
SBC Board Member	1	0	0	0	0	0	0	100%
SBC Lead Member	1	0	0	0	0	0	0	100%
South Tees Hospitals NHS Foundation Trust	1	0	0	0	0	0	0	100%
South Tees Safeguarding Children Partnership	1	0	0	0	0	0	0	100%
Teesside University	0	0	0	0	0	0	0	0%
Tees Esk & Wear Valleys NHS Foundation Trust	1	0	0	0	0	0	0	100%
Thirteen Housing	1	0	0	0	0	0	0	100%
TSAB Independent Chair	1	0	0	0	0	0	0	100%
TSAB Business Unit	4	0	0	0	0	0	0	100%